

PHA Plans

Streamlined Annual Version

U.S. Department of Housing and
Urban Development
Office of Public and Indian
Housing

OMB No. 2577-0226
(exp. 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan

for Fiscal Year: 2006

PHA Name: Eastern Plains Council of Governments

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan

Agency Identification

PHA Name: Eastern Plains Council of Gov

PHA Number: NM064

PHA Fiscal Year Beginning: (mm/yyyy) 07/2006

PHA Programs Administered:

☐ **Public Housing and Section 8**

Number of public housing units:
Number of S8 units:

☒ **Section 8 Only**

Number of S8 units: 557

☐ **Public Housing Only**

Number of public housing units:

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Jeri Vigil

Phone: 505-762-4505

TDD:

Email (if available): jvigil@epcog.org

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

☒ PHA's main administrative office ☐ PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. ☒ Yes ☐ No.

If yes, select all that apply:

- ☒ Main administrative office of the PHA
☐ PHA development management offices
☒ Main administrative office of the local, county or State government
☐ Public library ☐ PHA website ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA ☐ PHA development management offices
☐ Other (list below)

Streamlined Annual PHA Plan
Fiscal Year 2006
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A. PHA PLAN COMPONENTS

- ☐ 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
- ☐ 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
- ☒ 3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
- ☐ 4. Project-Based Voucher Programs
- ☒ 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- ☒ 6. Supporting Documents Available for Review
- ☐ 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- ☐ 8. Capital Fund Program 5-Year Action Plan

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, *Certification for a Drug-Free Workplace*;

Form HUD-50071, *Certification of Payments to Influence Federal Transactions*; and

Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities*.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. ☐ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. ☐ Yes ☐ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1. ☐ Yes ☐ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).

2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status
a. Development Name:
b. Development Number:

c. Status of Grant:

- ☐ Revitalization Plan under development
☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved
☐ Activities pursuant to an approved Revitalization Plan underway

3. ☐ Yes ☐ No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name(s) below:

4. ☐ Yes ☐ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

5. ☐ Yes ☐ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

☐ Yes ☒ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

Not at this time. We will, however keep evaluating the program annually to see if this needs to be changed.

b. PHA-established eligibility criteria

☐ Yes ☒ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria:

Not at this time. We will, however keep evaluating the program annually to see if this needs to be changed.

- c. What actions will the PHA undertake to implement the program this year (list)?
Have staff certified to provide Housing Counseling to interested & eligible participants, and applicants

Continue to have housing fairs in all 7 counties

Continue to update homeownership database of interested persons

Continue to use this database as a way of contact to send out interest letters

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☒ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- ☒ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- ☒ Demonstrating that it has other relevant experience (list experience below):

The Eastern Plains Council of Governments has 30 years of experience in running the Housing Choice Voucher Program. We have enjoyed the status of "High Performer" for the last 4 years. Each of the 6 employees responsible for running this program, have 10+ years invested in the lives of the tenants and landlords that we serve. All 6 of the employees have been to numerous trainings and certifications in order to deliver this program. During this time, we have improved program integrity, developed MOU's with other agencies that provide services and improved relations with landlords, which increased housing options. The staff goes above and beyond their job in providing excellent case management to clients; educating landlords & property managers; and providing support to other housing authorities that ask for assistance. With all of that said, EPCOG has come up with a plan for the continuation of providing rental assistance in the eastern area.

The Eastern Plains Council of Governments is seeking board approval to develop a Housing Consortia to implement the Housing Choice Voucher Program in seven counties we serve. This Housing Consortia will be named the Eastern Area Consortia for Housing

(EACH) and the administration of this program would be thru a cooperative agreement with EPCOG & EACH.

1. **SCOPE OF WORK:** *The EPCOG shall provide administrative and fiscal services to the EACH, including but not limited to:*
 - A. *Furnishing Office Space and supportive office furniture and services, as available, to the EACH.*
 - B. *Furnish the services of the Executive Director of the EPCOG as the Executive Director of the EACH, with duties and responsibilities as set out in the by-laws of EACH. This shall be on a part-time basis and shall be part of his duties as Executive Director of the EPCOG.*
 - C. *Furnish financial services to the EACH, including bookkeeping, and all other fiscal services, under the by-laws of the EACH and EPCOG. EPCOG shall be fiscal agent for EACH, for the Section 8 Existing Housing Program.*
 - D. *Furnish Technical Assistance to EACH in all matters pertaining to the development of housing in the district.*
 - E. *Provide environmental and other review of housing projects of EACH, as required or requested.*
 - F. *Personnel working on EACH programs or projects shall be employees of the EPCOG and shall operate under the rules and regulations of the EPCOG and shall be under the overall supervision of the Executive Director of EPCOG.*
 - G. *Other services as are required from time-to-time to implement housing programs or projects within the region.*

The EACH shall work corporately with the EPCOG to:

- A. *Address housing needs in the region that includes Curry, Roosevelt, DeBaca, Quay, Guadalupe, Harding and Union counties; and*
 - B. *Serve as the Housing Policy Committee to the EPCOG; and*
 - C. *Other functions as are required from time-to-time to implement housing programs or projects within the region.*
1. **COMPENSATION:** *Compensation to the EPCOG by EACH for the above services shall be as provided in the various funding projects entered into by the EACH with federal or state funding agencies. Funding for individual program or project budgets will be approved by the EACH. Such action shall be reflected in the official meeting records of the authority and are hereby incorporated into this agreement.*
2. **TERM:** *This agreement shall become effective when approved by both the board of the Eastern Plains Council of Governments, and by the Eastern Area Consortia for Housing, acting on behalf of the county housing authorities provided in state law, and properly signed by their duly authorized representatives.*
3. **TERMINATION:** *This Agreement may be terminated by either of the parties hereto*

upon written notice delivered to the other party at least 180 days prior to the date of termination. By such termination neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination. Any contractual obligations of either party, expressed by Federal or State funding contracts, shall remain in force and effect until the termination of the said funding contract, unless a written agreement for termination of said agreement is properly signed by the EPCOG, the EACH, and the proper funding agency.

4. **STATUS OF THE EACH:** *EACH is an organization created by County Governments in this area for the purpose of delivering housing assistance to families in the counties of Curry, De Baca, Guadalupe, Harding, Quay, Roosevelt, and Union Counties. Except as otherwise provided in the New Mexico Affordable Housing Act, 6-27-1 through 6-27-8, the EACH and its commissioners shall have the same functions, rights, powers, duties, privileges, immunities, and limitations as those granted and provided for cities and counties by the Municipal Housing Law. The EACH shall make the final decision concerning selection of new programs and projects and the expansion of ongoing programs or projects under this agreement.*
5. **STATUS OF THE EPCOG:** *The EPCOG is a volunteer organization of the units of local government in Curry, De Baca, Guadalupe, Harding, Quay, Roosevelt, and Union Counties. The employees of the EPCOG performing services related to EACH programs or projects are not employees of the State of New Mexico, but of the EPCOG, and are entitled to all of the rights and benefits of said employment.*
6. **ASSIGNMENT:** *Neither party may assign or transfer any interest in this Agreement or assign any claims for money due or become due under this Agreement without the written approval of the other party.*
7. **SUBCONTRACTING:** *No portion of this Scope of Work may be subcontracted by the EPCOG without the approval of the EACH and reflected in the minutes of their meeting. Approval for subcontracts shall not be unreasonably withheld.*
8. **RECORDS AND AUDITS:** *EPCOG shall maintain such records of all financial transactions of EACH as are required by the EPCOG, State of New Mexico, EPCOG Auditor, or the appropriate funding agency. Audit shall be accomplished of all accounts as is required annually by the New Mexico State Auditor, by the by-laws of the EPCOG, and as required by funding agencies.*
9. **APPROPRIATIONS:** *The terms of this Agreement are contingent upon funding of the EPCOG by its members and other funding agencies.*
10. **AMENDMENTS:** *This Agreement incorporates all the agreements, covenants, and understanding between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into this written*

Agreement. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

11. **SCOPE OF AGREEMENT:** *This Agreement incorporates all the agreements, covenants, and understanding between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into this written Agreement. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.*
12. **APPLICABLE LAW:** *This Agreement shall be governed by the laws of the State of New Mexico and by the statutory and regulatory requirements of funding agencies.*

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

☐ Yes ☒ No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

1. ☐ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
 - ☐ low utilization rate for vouchers due to lack of suitable rental units
 - ☐ access to neighborhoods outside of high poverty areas
 - ☐ other (describe below:)
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: *The State of New Mexico*
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - ☒ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
 - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Affirmatively Further Fair Housing*
 - Expand Housing Stock*
 - Protect Program Integrity*
 - Market Homeownership Programs*
 - ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Provide affordable housing to low & moderate-income families

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;	5 Year and Annual Plans
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan	Streamlined Annual Plans
X	Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section 20 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages**

[illegible]

[illegible]

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement						
Total CFP Estimated Cost			\$			\$

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Total CFP Estimated Cost		\$			\$

Eastern Plains Council of Governments
418 Main Street
Clovis, NM 88101

Family Self~Sufficiency Program

In the past year I have held Orientation Sessions in all counties, except Harding (due to the low population). I have held one-on-one sessions, both here in the office and home visits. In the counties that there are no signed interest forms, I have sent out notice or orientation sessions to ALL Section 8 participants and held sessions.

I will continue holding orientation sessions in all counties, except Harding, concentrating on the outer counties first. I will continue holding one-on-one's, both here in the office and home visits.

I make notice, at all Interagency Meetings, that I need FSS clients, and have had several referrals.

Sincerely,

Gloria Christian
FSS Coordinator

**Eastern Plains Council of Governments
418 Main Street
Clovis, NM 88101**

Statement of Progress

~We are continuing to increase communications with landlords, explaining the Section 8 program, sending out newsletters and one-on-one appointments.

~We are continuing to increase communication with Realtors & prospective property owners to inform them of the Section 8 program by going out in the communities, talking to landlords & putting up flyers.

~We are continuing to provide and attract supportive services to increase independence for the elderly & disabled families.

~We are continuing to inform tenants & landlords that drug & other criminal & violent activities are not tolerated.

~We are continuing to receive updates on software to improve program integrity & make sure we are in compliance.

~We are working on information in the PICS system to make sure that our SEMAP score is a "high performer".

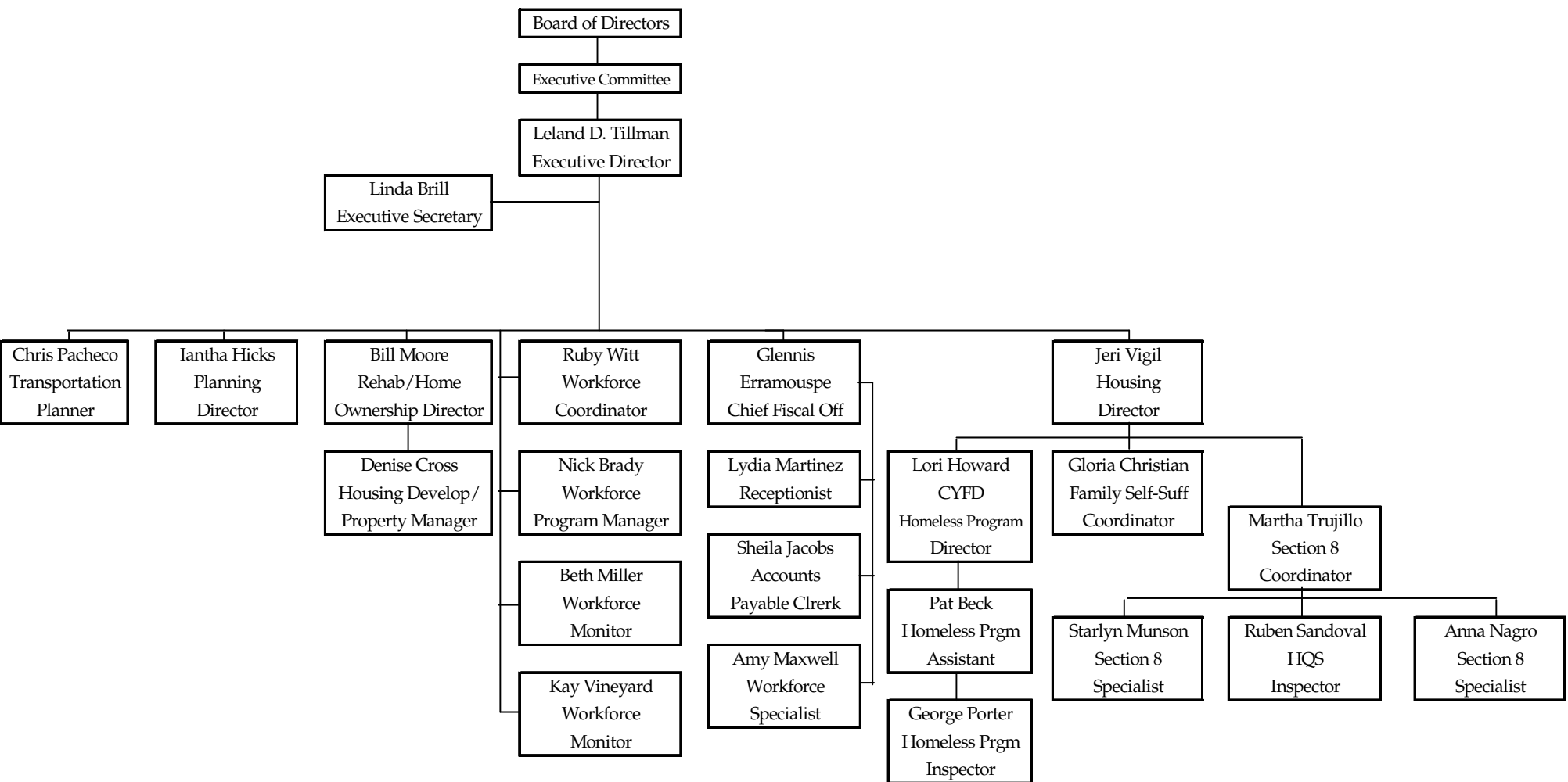
~We are getting training from NAHRO and other sources in the Section 8 Homeownership program so that we can implement this new program.

~We will continue to get training from HUD on utilizing the EIV system to prevent income fraud.

Overall the progress has been successful. Our lease levels are up from last year. We strive to provide the best services to our applicants, tenants, landlords & any interested parties.

Eastern Plains Council of Governments

Staff Chart for 2006/2007



Tenant Advisory Board Meeting

**March 16, 2006
Eastern Plains Council of Governments
418 Main Street
Clovis, New Mexico 88101**

On March 16, 2006 at 10:30 am, Eastern Plains Council of Governments had a Tenant Advisory Board Meeting. Roll call was done and those present were:

Board: Rachel Gutierrez - Curry County
Barbara Bold - Curry County
Catalina Barron - Curry County
Josefina Gayton - Curry County
Tracy Bell - DeBaca County
Angelica Velarde - Harding County
Courage Idemudia - Roosevelt County
Connie Blan - Union County
Frankie Thurman - Quay County
Tania Maestas - Quay County
Elizabeth Adams - Roosevelt County

Staff: Jeri Vigil - Housing Director
Martha Trujillo - Section 8 Coordinator
Starlyn Munson - Section 8 Specialist
Anna Nagro - Section 8 Specialist
Gloria Christian - Section 8 Specialist

Introductions were made by staff and members. Jeri explained to the board what a tenant advisory board was and their role in it. Jeri stressed the importance of having such a board, and that while having to drive to Clovis (for those who don't live in Clovis) and take the day off from work or school to attend this meeting might have been an problem, we are very appreciative at their participation in this meeting. Jeri also explained that in the last 3 years, they had lost all their previous board members, due to either them moving away, or getting off the program. What she would like to see is that next year hopefully ½ if not all would be around still so that they could hold an election of officers. This way, there would be people who were knowledgeable in what the boards purpose was, and what needed to be accomplished. Again the staff thanked them for attending.

Jeri explained the Annual Plan process and what their role was in helping the plan be approved.

Martha Trujillo discussed paperwork and the importance of sending in information requested in a timely manner.

Gloria Christian (FSS Coordinator) explained the FSS program and the benefits of being on this program. Rachel, Tracy, Angelica, Connie & Frankie are all participants of the FSS program, and each of them shared a part of their story and how the FSS program has benefited them. Starlyn who is a caseworker at EPCOG is also a former FSS participant and now a homeowner shared her story and how if she could do it then they could too.

Jeri went over the changes that were made to the annual plan this year, and discussed what this meant to the program. The board was told of the litigation between the 2 agencies, and the background of the EPCOG, and it's track record. Jeri explained what was taking place with the RHA IV Board and the plan to separate the housing authority from EPCOG, after 30 years. She explained that at the next EPCOG board meeting, EPCOG staff was going to seek approval of this annual plan and the significant amendment to previous plans regarding the developing of a Housing Consortia to continue implementation of the Housing Choice Voucher Program in the Eastern area. Members were told that the consortia would be named Eastern Area Consortia for Housing (EACH) and how the administration of this program would be thru a cooperative agreement with EPCOG & EACH. Members were also told that staff was in contact with the Albuquerque HUD field office regarding this matter, and were optimistic about the chance of EACH becoming a reality.

Rachel Gutierrez (Curry County) was concerned about the delivery of the program if this take over was to occur, and how they would be affected. She was informed that EPCOG was continuing to run the program and abide by the rules and regulations of the program because that was our first and foremost responsibility and concern, to protect the tenants and landlords that we serve.

Tania Maestas (Quay County) asked if it would help for them to talk to the State Representatives in their counties, like Joseph Campos of Santa Rosa.

Connie Blan (Union County) & Tracy Bell (DeBaca County) both suggested writing to the Governor of New Mexico, along with HUD officials to show their support of EPCOG retaining the program.

Jeri told the board that she would get them addresses to the Governors office and Elected Officials in their counties so that they could write letters to them in support of EPCOG if they so wished. She also stated that talking to State Representative was also a good idea, if they felt the need to.

Martha Trujillo, Section 8 Coordinator, then asked the board the questions "How do you all think that the staff at EPCOG running the program is doing?" She asked, "Do you feel that we respond to your needs and concerns? ...do you have complaints that you want to address?"do you feel that we have done our jobs in providing you with the information and services that make your assistance possible?"

Remarks from the members were that they feel the staff has done a good job, and that they wanted to support us in anyway that they could. They felt that if this separation did occur, that the services and implementation of the program would suffer, due to lack of knowledge of the tenants and landlords, not to mention the lack of knowledge on HUD policy and procedures, deadlines and reporting requirements that would affect or interrupt their services and jeopardize their assistance.

Jeri explained that they would have to make a motion to approve the plan, and she discussed the procedures for doing this.

A motion was made to approve the annual plan with the significant amendment allowing for the development for a housing consortia.

MOTION: ANGELICA VELVARDE
SECOND: BARBARA BOLD

MOTION PASSED

Jeri then discussed the public hearings that would be happening March 20 thru March 24 in each of their counties, and a calendar of the scheduled hearings was handed out. Jeri requested that each of the board members went back to their communities and invite landlords & tenants that they knew to come to these hearings to voice their opinions and concerns. All members stated that they would put the word out and invite as many people as they could reach. Jeri also informed the board of where interested persons could see a copy of the annual plan in their area, for a review period of 45 days. Interested persons could go to the County Clerks office in each Curry, DeBaca, Guadalupe, Harding, Quay, Roosevelt & Union counties and ask to review the annual plan.

The members were given applications and flyers to take back to their communities and distribute.

They were told that they would receive a copy of the "approved plan" and a copy of the letter that stated the plan was approved and soon as we had it in our possession.

The board was asked if they had any more questions or comments. Since no one responded it was suggested that we adjourn. Jeri explained that they would have to do this in a form of a motion.

A motion was made for adjournment.

MOTION: CONNIE BLAN
SECOND: CATALINA BARRON
MOTION PASSED

The meeting was adjourned at 2:15.

Union County Public Hearing

**March 20, 2006
Golden Spread Coalition
113 Walnut
Clayton, New Mexico
5:30pm**

Union County Public Hearing started at 5:30pm. Those present were as follows:

STAFF

Jeri Vigil – Housing Director – EPCOG

PUBLIC

**Robert Beck – RHA IV Board Member – Union County
Rosie DeHerrera – Realtor/Property Manager – Former RHA IV Chair – Union County
Frida Birdwell – Property Manager (B&K)
Mary Eakes - Golden Spread Coalition - Director/Landlord
Joe Craine - Landlord
Betty Newton – Tenant**

Jeri thanked the group for attending the public hearing to discuss the annual plan for 2006/2007. She explained the plan process and the reason for the public hearing.

Jeri went over the changes that were made to the annual plan this year, and discussed what this meant to the program. The group was told of the litigation between the 2 agencies, and the background of EPCOG, and it's track record. Jeri explained what was taking place with the RHA IV Board and the plan to separate the housing authority from EPCOG, after 30 years. Commissioner Robert Beck explained to the group that the board although he was a board member of RHA IV, he did not believe as the other board members did that this move was necessary. He also stated that he was going to support our mission in keeping the section 8 program and had told the Governors office of his support. Mr. Beck also mentioned that he had talked with Representative Brian Moore of Clayton, and that Representative Moore was also in support of EPCOG retaining the section 8 program and keep running it as it had for the last 30 years. Brian had also talked with the Governors office, where he expressed his support for our mission.

She explained that at the next EPCOG board meeting, EPCOG staff was going to seek approval of this annual plan and the significant amendment to previous plans regarding the developing of a Housing Consortia to continue delivering the Housing Choice Voucher Program in the Eastern area. The group was told that the consortia would be named Eastern Area Consortia for Housing (EACH) and how the administration of this program would be thru a cooperative agreement with EPCOG & EACH. Members were also told that staff was in contact with the Albuquerque HUD field office regarding this matter, and were optimistic about the chance of EACH becoming a reality.

Jeri told the group that she would get them addresses to the Governors office and Elected Officials in their counties so that they could write letters to them in support of EPCOG if they so wished.

REMARKS:

Rosie DeHerrera, a former RHA IV Board Chair, expressed her full support on implementing this change. Rosie remarked that in all her years on the RHA IV Board, she never had a problem with how EPCOG ran the program. She was very concerned about the possibility of the EPHDC taking over the program because she does not like the way the EPHDC runs their rentals in Union County. She does not care for this dirty underhanded takeover or their attack on the EPCOG or Leland Tillman. As far as Union County is concerned, Lee had done a lot for their community.

Frida Bird (B & K Rentals), has been a landlord with EPCOG for more than 10 years & she has never had a problem with the staff or Leland Tillman. She commented on Martha & Ruben and how hard each of them worked at providing assistance when she needed it. She said she has a great working relationship with the staff and feels that the staff is knowledgeable and helpful.

Mary Eakes, Executive Director of Golden Spread Coalition, is fairly new to her position stated that she was very satisfied with how helpful the staff as the housing authority was & how pleased she was with Ruben's consistent inspections, making the tenants responsible for tenant repairs. She stated that Martha was also very helpful with policy issues.

OUTCOME:

The group stated that they would write letters to the Governors office in support of our retaining the vouchers. Jeri told them she would get them the address of the Governors office so that they could do that if they wanted to.

Again the group was thanked for attending, and no other comments were given.

Hearing was over a 6:20pm.

March 21, 2006	Tucumcari, New Mexico	Quay/Harding County	No Attendance
March 22, 2006	Ft. Sumner, New Mexico	DeBaca County	No Attendance

Guadalupe County Public Hearing

**March 22, 2006
City Hall
141 S 5th
Santa Rosa, New Mexico
12:00pm**

Guadalupe County Public Hearing started at 12:00pm. Those present were as follows:

STAFF

**Jeri Vigil – Housing Director – EPCOG
Martha Trujillo – Section 8 Coordinator - EPCOG**

PUBLIC

**Linda Garcia – tenant
Nancy Gerhardt – tenant
Angela Maestas – landlord
Eva Morales – landlord**

Jeri thanked the group for attending the public hearing to discuss the annual plan for 2006/2007. She explained the plan process and the reason for the public hearing.

Jeri went over the changes that were made to the annual plan this year, and discussed what this meant to the program. The group was told of the litigation between the 2 agencies, and the background of EPCOG, and it's track record. Jeri explained what was taking place with the RHA IV Board and the plan to separate the housing authority from EPCOG, after 30 years.

She explained that at the next EPCOG board meeting, EPCOG staff was going to seek approval of this annual plan and the significant amendment to previous plans regarding the developing of a Housing Consortia to continue delivering the Housing Choice Voucher Program in the Eastern area. The group was told that the consortia would be named Eastern Area Consortia for Housing (EACH) and how the administration of this program would be thru a cooperative agreement with EPCOG & EACH. Members were also told that staff was in contact with the Albuquerque HUD field office regarding this matter, and were optimistic about the chance of EACH becoming a reality.

Jeri told the group that she would get them addresses to the Governors office and Elected Officials in their counties so that they could write letters to them in support of EPCOG if they so wished.

REMARKS:

The group in attendance was ask what they thought of the amendment to the annual plan, and what their thoughts on our retaining the program, and continue providing housing assistance in their community. The group was in agreement that they would want to see EPCOG continue delivering the program in Guadalupe County. The group went on to say that they had become very comfortable in dealing with the staff, and had developed a great working relationship.

OUTCOME:

The group stated that they would write letters to the Governors office in support of our retaining the vouchers. Jeri told them she would get them the address of the Governors office so that they could do that if they wanted to.

Again the group was thanked for attending, and no other comments were given.

Hearing was over a 12:45pm.

Roosevelt County Public Hearing

**March 23, 2006
Ruth Visage Estates
1101 W Fir
Portales, New Mexico
5:30pm**

Roosevelt County Public Hearing started at 5:30pm. Those present were as follows:

STAFF

**Jeri Vigil – Housing Director – EPCOG
Martha Trujillo – Section 8 Coordinator - EPCOG**

PUBLIC

**David Corbin – Golden Acres/Manager
- Former Manager/Golden Acres
Mary Martinez – tenant
Ephenia Melendez – tenant**

Jeri & Martha explained the plan process and the reason for the public hearing.

Jeri went over the changes that were made to the annual plan this year, and discussed what this meant to the program. The group was told of the litigation between the 2 agencies, and the background of EPCOG, and it's track record. Jeri explained what was taking place with the RHA IV Board and the plan to separate the housing authority from EPCOG, after 30 years.

She explained that at the next EPCOG board meeting, EPCOG staff was going to seek approval of this annual plan and the substantial deviation to previous plans regarding the developing of a Housing Consortia to continue delivering the Housing Choice Voucher Program in the Eastern area. The group was told that the consortia would be named Eastern Area Consortia for Housing (EACH) and how the administration of this program would be thru a cooperative agreement with EPCOG & EACH. Members were also told that staff was in contact with the Albuquerque HUD field office regarding this matter, and were optimistic about the chance of EACH becoming a reality.

Martha told the group that she would get them addresses to the Governors office and Elected Officials in their counties so that they could write letters to them in support of EPCOG if they so wished.

Martha Trujillo, Section 8 Coordinator, then asked the board the questions "How do you all think that the staff at EPCOG running the program is doing?" She asked, "Do you feel that we respond to your needs and concerns? ...do you have complaints that you want to address?"do you feel that we have done our jobs in providing you with the information and services that make your assistance possible?"

REMARKS:

The group in attendance was ask what they thought of the amendment to the annual plan, and what their thoughts on our retaining the program, and continue providing housing assistance in their community. The group was in agreement that they would want to see EPCOG continue delivering the program in Guadalupe County. The group went on to say that they had become very comfortable in dealing with the staff, and had developed a great working relationship.

OUTCOME:

The group stated that they would write letters to the Governors office in support of our retaining the vouchers. Jeri told them she would get them the address of the Governors office so that they could do that if they wanted to.

Again the group was thanked for attending, and no other comments were given.

Hearing was over a 6:35pm.

Curry County Public Hearing

**March 24, 2006
Eastern Plains Council of Governments
418 Main Street
Clovis, New Mexico
5:30pm**

Curry County Public Hearing started at 5:30pm. Those present were as follows:

STAFF

**Jeri Vigil – Housing Director – EPCOG
Martha Trujillo – Section 8 Coordinator - EPCOG**

PUBLIC

**Mike Barnett/Mesquite Village, Main Street Homes & Parkside Village
Debra Barnett/Mesquite Village, Main Street Homes & Parkside Village
Alfred Romero – Public
Claudio Vela – landlord
Frank & Bettie Wicks – tenant
Merle Morrison -tenant**

Jeri & Martha explained the plan process and the reason for the public hearing.

Jeri went over the changes that were made to the annual plan this year, and discussed what this meant to the program. The group was told of the litigation between the 2 agencies, and the background of EPCOG, and it's track record. Jeri explained what was taking place with the RHA IV Board and the plan to separate the housing authority from EPCOG, after 30 years.

She explained that at the next EPCOG board meeting, EPCOG staff was going to seek approval of this annual plan and the significant amendment to previous plans regarding the developing of a Housing Consortia to continue delivering the Housing Choice Voucher Program in the Eastern area. The group was told that the consortia would be named Eastern Area Consortia for Housing (EACH) and how the administration of this program would be thru a cooperative agreement with EPCOG & EACH. Members were also told that staff was in contact with the Albuquerque HUD field office regarding this matter, and were optimistic about the chance of EACH becoming a reality.

Martha told the group that she would get them addresses to the Governors office and Elected Officials in their counties so that they could write letters to them in support of EPCOG if they so wished.

Martha Trujillo, Section 8 Coordinator, then asked the board the questions "How do you all think that the staff at EPCOG running the program is doing?" She asked, "Do you feel that we respond to your needs and concerns? ...do you have complaints that you want to address?"do you feel that we have done our jobs in providing you with the information and services that make your assistance possible?"

Martha also discussed with the group that the 6 employees that worked at the housing authority would loose their jobs due to this action.

REMARKS:

Mike & Debra Bernett suggested that we get all the landlords & participants to write to the Governors office, and let them know how they feel about this takeover. Mike remarked the apartments that they run are owned by a large corporation, that has many apartment complexes in New Mexico, and his suggestion to them was going to be to write letters to the Governor also.

Frank & Bettie Wicks suggested that we do a petition and see if we could get enough names to present this to the Governor.

Claudio Vela said that this needed to get remedied quick, because this was not what this program was designed for and the people that were going to get hurt by this were the tenants. He also stated that politics should have stayed out of this, and we had his full support.

OUTCOME:

The group stated that they would write letters to the Governors office in support of our retaining the vouchers. Jeri told them she would get them the address of the Governors office so that they could do that if they wanted to.

Again the group was thanked for attending, and no other comments were given.

Hearing was over a 6:08pm.

Support Letters and Certifications are being sent via mail to ABQ HUD office.